

DRAFT Minutes from Caltrans District 4 Bicycle Advisory Meeting
January 16, 2008, 1:30-3:30pm
District 4 Headquarters, Mountain View Rm, 15th fl, 111 Grand Ave, Oakland

Attendees:

Julian Carroll	Caltrans, Senior Transportation Planner
Sean Co	MTC, Assistant Transportation Planner Analyst
Jerry Morgan	Caltrans, Advance Planning
Pat Pang	Caltrans
Chien Wu	Caltrans, Local Assistance
John Brewster	Caltrans, Local Assistance
Lee Taubeneck	Caltrans, Transportation Planning & Local Assistance
Paul Goldstein	Silicon Valley Bicycle Coalition
Pat Giorni	
Robert Cronin	Silicon Valley Bicycle Coalition
Jennifer Stanley	City of Oakland
Bruce "Ole" Ohlson	Delta Pedalers
Blesilda Gebreyesus	Caltrans, OSRP
Sabrina Merlo	Bay Area Bicycle Coalition
Robert Raburn	East Bay Bicycle Coalition
Bob Eltgroth	California Association of Bicycling Organizations (CABO), Santa Clara Co
Rochelle Wheeler	ACTIA (phone)
Ken McGuire	State Bicycle Coordinator, Caltrans (phone)
Mike Jones	Caltrans

REVIEW OF 10/17/07 MINUTES

Draft minutes approved.

ITEM 1: What type of role will Caltrans D4 Local Assistance play regarding MTC Routine Accommodations Checklist, Federal/State Funds (Safe Routes to School/ Bicycle Transportation Account) and NEPA.

Sean Co from MTC went over Routine Accommodation Checklist. MTC doesn't fund Caltrans – specific projects. The Checklist will be relevant in terms of how that project affects local, and how project interfaces with DD64.

Lee T: Many questions on Checklist similar that CT staff would need to ask in initial scoping. Would like to include in D4 as reference. CT in midst of asking these types of questions, however not included in design manual right now.

Ken: Familiar with Project Dev. Procedures Manual (PIDS), some work done on this for guidance in that for project prep documents. Also parallel effort through CBAC to re-look at CEQA checklist.

John B: When dealing with local assistance, CT is at mercy of what local agencies going to initiate. Main thing is if it's going to be SFTS or BTA money or incorporating Fed money, they need to have good working relationship with local agencies.

Ken: if local agency is applying for BTA, SRTS, it's designed to benefit bike/ped. By the time funding people at State level see paperwork, project is determined.

Ole: It's good CT has it cause Locals wouldn't enforce it.

John B: if locals don't meet ADA compliance, then CT catches that.

Julian: Could start to refer to checklist for better reviews of median strips.

Sabrina: Asks if there's other guidance docs, other mechanisms where Checklist could be incorporated or utilized.

Lee: If city has funding, discretionary funding is CMAQ – Sean – how you will indicate that form is completed?

Sean: Checklist requirement is that county BAC has to look at it. That is where the teeth are.

Pat P: sounds like this is MTC guidance. As project sponsors scope out project, these would apply to applicants. Relative to STIP and SHOP projects, CT has mirror policy in DD64. Imp thing is to educate project engineers that we have this policy.

Jennifer: Oakland wanted to stripe bike lanes, but were told that it wasn't NEPA compliant. Because it was fed funded we would have to do feas. study. It would be good to get better and earlier guidance from Local Asst. re: when to meet NEPA goals.

John: Field review form PEZ form Preliminary Engineering Study form. Go over envt requirements at this stage. Part of that meeting is to make sure understanding of Fed. requirements.

Julian: Tells Jennifer to email him and get copy of ????.

Robert: Congratulates Lee's comments re: direction CT D4 is moving regarding routine accommodation and policy. We're asking that there be another check for another level of compliance. It does make sense to capture this early on. Would be helpful if there's a willingness to go after compliance.

Lee T: CT not in the position to enforce compliance. ???

ITEM 2: How can CTD4BAC routinely review Project Initiation Documents (PIDs)?

Blesilda: Work Element 6.9: A listing of all the PIDS that are underway in current fiscal year. Overall Work Program is one such document listing all PIDS. Updated yearly. And quarterly reports of MTC.

Rochelle Wheeler: is it posted on D4 website?

Blesilda: Not sure.

Jerry M: Currently not on website. Plans are in near future have on D4 internal Adv. Planning website. Wondering if it would be possible with Pat and Lee if could be on External website.

Pat P: 2 types of PID documents. Most of them generated by Locals. Or CT provides oversight for Locals doing it. Try utmost to maintain annual workplan, but to all plans there are revisions. Workplan is transparent. MTC has annual workplan.

How this group could interact with document? For every job, there is a Project Development Team. Rep from Caltrans, and County, CMA, maybe sales tax agency. After you look at potential PID list. Set up some mechanism for reviewing draft document? Possible scenarios to address this issue. To what extent is this practical... Follow up on it in terms of logistics.

Robert: We're very interested in reviewing these as far upstream as possible. In lieu of having doc online in next month or so, Robert suggests as a routine manner that we go over newest Work Program in the quarterly meeting.

Sean: Abby Hain in Accounting at MTC has documents. How many PIDS in them? But issue isn't status, it is design requirements. How can this committee look at this to determine if it's something we want to comment on?

Rochelle: from ACTIA. Glad talking about this, and pulled out Res. 3765. This is part of 11 point recommendation that CT provide this group a list of ongoing PID. Should be posted on website.

Julian: Pat and Lee say\ we need to work out logistics. Purpose and need, cost estimate, and >??? are the imp. aspects of looking at PID. Some of things in PIDs you're not interested in reviewing. How we can provide access to comment on PID?

Rochelle: CT planning dept. is setting up Ped Adv. Committee. Main thing that group is going to review is PIDS.

Paul G: Agree with Rochelle, that Bicycle Coordinator is apprised of PIDS on how they are moving.

Pat P: But PID may be too late. Important for Bike Coordinator to work with County CMA to make sure scope is being considered.

Bob: Don't want to review all of them, but can we see a list?

Robert: requests that some kind of updated PID document reg. surface with this meeting.

ACTION ITEM: Pat Pang to let us know best document, as well as website accessibility.

ITEM 3: What types of policy revisions can we expect in DD64?

Ken M: Reviews Comparison Matrix of Language Changes between DD64 and Draft DD64 – Revision I. Generally speaking , stronger, more active, directive language.

Many new General and Specific Division changes, assigning responsibility for education, promotion, instruction, etc.

Sabrina: Great work. Is it possible to make this a DIRECTOR'S policy, given the supportive nature of current Director?

Ken M: Talked about that but decided to stick with this. It's pretty effective and has Director's endorsement. May be too far down the road. Don't know if it makes it any more forceful, but will look into it.

Paul G: From an outside CT perspective, a Director's Policy would sound more important.

Mike J: LOS is missing in this. Allowing LOS to be lowered for vehicles in order to accommodate more vehicles.

Rochelle: Wants to get full doc emailed to her. She will email Ann. What is next step?

Ken M: Refers to schedule. Right now circulation process. Ann has comments back from all but 2 Caltrans divisions. Waiting on Div. of Maintenance, who is absolutely critical in this policy. At this stage of game, may be too late to go for Director's Policy. Trying to roll this out in May to coincide with Pedal Power. Once completed, issued electronically and posted on website.

ACTION ITEM: Ken to look into Director's Policy vs. Deputy Directive Policy and report back to Sabrina/group.

ITEM 4: Update on Broadway (Burlingame) bike/ped bridge. Concerned that there is no safe access being provided at the west terminus of the bridge; and questions about the eastern access as well.

Julian: Wants to meet in field and resident engineer on Friday 18th at 10 a.m.

Pat Giorni: This is good example of when you pour concrete, it's too late. Problem of knowing connection of bridge to local sidewalks. It is very difficult to get PDFs of engineering projects of what project looks like. Pat would like paint and signal accommodation on West side. Will discuss with Julian in field

ACTION ITEM: Meeting with Pat Giorni and Julian in field on Friday, January 18th.

ITEM 5: On State Route 84, resurfacing work from Pescadero Road Intersection westward does not extend full width of roadway.

Paul G: St. Rte. 84 = LaHonda Road. Resurfacing work ended up with pavement not extending to full former width of previous road. Similar problem on paving on Hwy 9. Spoke with Michael in CT public affairs, and he assured that project was still in progress. Road has now been paved. Concerned that there is a seam between road and shoulder, exactly where cyclist would ride. Why was road repaved in sections? Nobody in bicycling community knew about project before. Seam is significant. Also new median thermoplast is problematic because it reduces effective lane width. What

safety concerns is CT using to justify installation of this double yellow and loss of shoulder?

Julian: Thermoplast medians result of compliance with CA Strategic Hwy Safety Improvement Plan fatality reduction goals. Studies show thermoplast helping with this. Julian contacted RE and field engineer & said it was done.

ACTION ITEM: *Julian to schedule site visit.*

ITEM 6: Report on updates to Project Matrix of past issues.

Out of time to really go into this agenda item.

Julian: Will have new matrix put together, as well as nice website.

Pat P: Goal is to provide agenda, schedule, minutes.

Bob recommends time estimate for agenda items.

Sabrina recommends reviewing Action Items at start of every meeting.

ACTION ITEM: *Willow and Bay: Engineer wants to meet with Robert*

ACTION ITEM: *D4BAC website with agendas & documents, minutes, matrix, meeting schedule,*

2008 MEETING SCHEDULE: 4/16, 7/16, 10/15

Agenda items by mid-march: submit to Robert Raburn

-Respectfully submitted by Sabrina Merlo (sabrina@bayareabikes.org)